



## REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

<b>Date:</b> 3/13/2013	<b>Interviewer:</b> Laura Langley	<b>RFA #13 – 11</b>
<b>Person(s) Requesting Assistance:</b> [REDACTED]		
<b>Contact Numbers (telephone, e-mail, etc.):</b> Cell phone [REDACTED]		
<b>Status of Person(s) Interviewed (title, position, student status, etc.):</b> Temporary employee at Western		
<b>Requested Assistance Pertaining To (name, position, policy, project, etc.)</b> Situation with another employee in office.		

To the best of your knowledge, please fill out the following:

Interviewee Status:    Male ☒ Female ☐    Administrator ☐    Faculty ☐    Staff ☒    Student ☐  
 Concern Regarding:    Male ☐ Female ☐    Administrator ☐    Faculty ☐    Staff ☒    Student ☐

**Category:** *(Please check at least one)*

- |  |  |   |                                     |  |
|--|--|---|-------------------------------------|--|
| <input checked="" type="checkbox"/> Age                | <input type="checkbox"/> Color             | <input type="checkbox"/> Creed              | <input type="checkbox"/> Disability | <input type="checkbox"/> Veteran Status      |
| <input type="checkbox"/> Marital Status                | <input type="checkbox"/> National Origin   | <input checked="" type="checkbox"/> Race    | <input type="checkbox"/> Religion   | <input type="checkbox"/> Retaliation         |
| <input type="checkbox"/> Sex/Gender                    | <input type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Employment | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Gender Identity or Expression |  |   |                                     |  |

Time Line		
Date	Item	Comments
3/13/2013	LKL intake w/ [REDACTED]	<p>[REDACTED] is a six month temporary employee in the [REDACTED]. He met with Laura Langley and said that an assistant in his office keeps making disparaging comments about old white men and old white Republicans. He keeps getting comments saying "you wrote the history books." Since working at WWU, he says he has noticed "a consistent bias against white men."</p> <p>[REDACTED] says that today there was a discussion where this employee said he was dictating to people of color what their ethnicity is. This employee said she won't talk to him anymore and left the room. [REDACTED] was saying how his girlfriend self-identifies. He thinks this employee will "go after" him because "I'm a smartass." He thinks mediation would be helpful.</p> <p>[REDACTED] reports that everyone loves this employee so he will lose his job if he complains. Laura discussed protections from retaliation. [REDACTED] said he will try to de-escalate the situation himself and meet with Sue tomorrow.</p> <p>Scheduled meeting for [REDACTED] with Laura Eckert (3/14/2013)</p>

3/14/13	█ did not show up for meeting with Laura Eckert.	
3/19/13	Lynae t/c to Bob	Lynae called to follow up on missed appointment. █ said he doesn't want to escalate the situation and that it is resolved. Lynae let █ know he can call EOO back if he needs further help.